

# Meeting Agenda

## Interpreter Certification Board (ICB)

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Date: December 11, 2019 (postponed from 12/4/2019)

From: 3:00-5:00 pm, Conference Room

In attendance: Admin -- Mitchell Jensen, Jessica Callahan, Dacia Davidson  
Board Members --Anthony Bonny, Teresa Davenport, Clay Anderson, Kristi  
Lee Mortensen, David Davenport, Allyson Hamilton, Duane Kinner,  
Michelle Draper, Amelia Williams

Public-- Amber Sidwell

Absent: Roberta Dunlap (excused); Ben Daniel (excused)

### Agenda Items and minutes

#### 1. Report - Mitch Jensen (representing Sarah Brenna)

The director of USOR, Sarah Brenna, asked Mitch to remind the board that it only has the power to make recommendations, and not render decisions.

#### 2. Public Welcome -- open to comments:

(1.) Amber Sidwell - maintenance policy.

Asks for reconsideration of the late fee amount, and when and how a certification can be suspended or revoked. Amber suggests perhaps

instituting monthly payments for maintenance fees instead of one annual payment, as annual is easy to forget.

Note: Current late fees are \$80 for state certifications and \$70 for RID/EIPA recognitions.

3. Testing update: Mitch Jensen

1) New Novice testing started 2 months ago. Five people have taken the test during that time, and 3 more are scheduled to take it soon. Feedback has been positive. 2) DI test started in September. Four people have taken the test so far. 3) The new Professional test is scheduled to be released on January 1st.

4. Exam Cancellation Policy - Michelle Draper & Clay Anderson

This is a follow-up from September's discussion of the issue. Clay and Michelle have written up a proposal for the official policy.

The board reviewed the proposal together, with some edits included.

Vote: Kristi proposed to submit finalized policy changes to Mitch Jensen and Sarah Brenna; Seconded by D Kinner. Vote - unanimous.

5. Posting on the Website: grievances, lapses, and new certifications - Mitchell Jensen

UIP is required by law to provide a public list of certified interpreters in good standing. Mitch asks the board, in addition to this list, whether it would be beneficial to provide a list of newly certified interpreters, lapsed interpreters, and grievances to the website. This could help

both employers keep their records up to date, and be easily accessible to consumers for verification/safety purposes.

Board suggests: Instead of additional lists added to the UIP website, names of the newly certified and lapsed could be included in the DSDHH monthly newsletter.

Vote: Clay proposed that we use the newsletter to promote newly certified and lapsed. Anthony 2nd. Vote - majority pass.

#### 6. Exam Cheating - Mitch Jensen

A test candidate taking the Knowledge Exam was caught cheating.

Mitch would like the board's suggestions if there should be a punishment, such forfeiture of testing fees and a suspension period where a candidate cannot retake the test, if future candidates are caught cheating. Candidates are already required to sign an Honesty Policy before taking the exam.

Board Recommends: UIP admin to review the Honor Statement and make updates, as needed. If updates are added, the board can discuss and vote on it.

#### 7. Grace Period - Mitch Jensen

Should UIP adjust its late period/month (aka grace period) to match common standard practice of other state licensures? If the renewal deadline has passed, then those in need of renewing have a set period of time where they cannot work using the

certificate/recognition but they can still pay a late fee to renew and reinstate their license. Once the 2nd deadline has passed, then their certification/recognition lapses completely.

Benefits of doing this could include simplifying the renewal process, raising standards to match common practice, while strengthening protections to consumers.

Board: There are two types of situations where certification/recognition can be revoked: 1) Failure to pay renewal fees; 2) Failure to complete requisite continuing education hours (CEHs). Several board members believe that the late period helps ensure more interpreters keep their license, reducing the number of lapses. Michelle suggests that there be no change to current UIP practice/procedure. No vote.

#### 8. RID/Recognition - Mitch Jensen

RID recognition is easily reinstated if lapsed. We have issues where recognized several interpreters are continuing to work without renewing recognition, and, when they are caught, they are reinstated without penalty/late fees. Additionally, recognized interpreters have found loopholes to avoid paying late fees by creating new accounts. Should RID recognition be reinstated so easily? What, if any, penalties should be instituted? Should it be more on par with reinstating state certification?

Board: Since UIP cannot govern RID certification and CEUs, the board suggests that the UIP admin team regroup to clarify their expectations for solutions to this problem and come back to the board for further discussion.

9. Future Agenda Items - board members

Add: Continuing reports about testing, pass/fail rate.

*Next Meeting*

March 4, 2020 from 3:00 – 5:00 pm, Conference Room at the Sanderson  
Community Center for the Deaf and Hard of Hearing